

ADDLETHORPE PARISH COUNCIL

Please note these minutes are draft until approved as a true record

MINUTES OF THE ANNUAL MEETING OF ADDLETHORPE PARISH COUNCIL HELD ON 14TH MAY 2019

The Annual Meeting of Addlethorpe Parish Council was held on Tuesday 14th May 2019 at 7.40p.m. in the small hall, St Peters Hall Ingoldmells

PRESENT:- COUNCILLORS H.BOUGHTON (CHAIRMAN), G.ESCOTT, K. BIRD, AND R.SHORT.

County and District Councillor C.Davie did not attend. No member of the public was present.

OPEN FORUM

1)ELECTION OF CHAIRMAN 2019/20

It was proposed, seconded and agreed to appoint Councillor H.Boughton as Chairman for 2019/20.

2) DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Boughton accepted the Nomination for Chairman and he signed the Declaration of Acceptance.

3) CHAIRMAN'S REMARKS

The Chairman welcomed everyone to the meeting and thanked everyone for their continued support. Cllr Boughton stated thanked everyone for their vote of confidence in his Chairmanship of the council, however, he also stated that if his health deteriorated he may have to stand down sooner than later.

4) APOLOGIES FOR ABSENCE

Cllr N. Towers was working and Cllr Davie was at meetings in London.
Cllr T. Smith apologised the following day for his absence.

5) DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE 2000 LOCAL GOVERNMENT ACT

None

6) ELECTION OF VICE-CHAIRMAN 2019/20

Councillor N.Towers has asked to stand down as Vice-Chairman for 2019/20, however, no further nominations were received. It was decided that the election of a vice-chair should be left in abeyance and discussed again at the next meeting.

7) DECLARATION OF ACCEPTANCE OF OFFICE

None

8) MINUTES OF THE MEETING HELD ON 9TH APRIL 2019

The notes of the meeting held on 9th April 2019 were approved as the minutes and signed by the Chairman.

9) RECEIVE REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

None

10) CLERK'S REPORT ON MATTERS OUTSTANDING

- a) Review of Standing Orders/Financial Regulations and Risk Assessment: The documents were reviewed and adopted for this year with no further amendments. Likewise the General Data Protection Document was reviewed and accepted.
- b) Welton Garden Services: A letter has been received and the points raised were discussed:
 - Frequency of Grass Cutting: following on from the previous letter sent to Welton Garden Services requesting that grass cutting should cease in November until the following April, a query was raised as to whether the grass cutting should be changed to a once a month basis. The Councillors decided to leave the frequency at the current fortnightly level, which the clerk would communicate to the company
 - Permission was sought by Welton Garden Services to add a combination lock to the chain, as there was some difficulty in making sure each of the teams had a key to open the padlock. The staff had taken to driving round the gate instead of opening it which is causing some damage to the pathway. Permission was given for the new lock providing the old padlock also remained in place so that the council retained access. Two posts are to be purchased and installed either side of the gate to prevent anyone gaining entry without using the gate.
- c) Election expense and Disclosure of Pecuniary Interest Forms: These forms Needed to be completed and returned to ELDC by 28th May 2019. Clerk had downloaded and completed the details required and Councillors were asked to sign these. Those councillors not present would be visited and asked to sign. Clerk would then return these.

11) CORRESPONDENCE

The following items of correspondence have been received:

By Post:

- a) Local Councils Update – April & May 2019 – ‘Snippets’ sent with agenda
- b) Clerks & Councils Direct
- c) Local Council Review- copies of articles were distributed with agenda – ‘Neighbourhood Planning Special’ and ‘ A view of Rural Services’

By E:Mail:

- a) ELDC Election Office: Notice of Election for European Parliament
- b) Extra Spending Budget Article – more money to be allocated to tidying verges and maintain grass.

12) APPROVE PAYMENT OF ACCOUNTS

It was proposed, seconded and agreed to pay the following accounts: -

- a) Welton Garden Services - Grass Cutting April £312.00
- b) Transfer from Current a/c to Deposit a/c: £500 for Election Costs Reserve
- c) Mrs Jen Cooper – Annual Audit £35.00
- d) Mrs M.K. Boughton – Clerks salary – April 2019

13) DISCUSS FINANCIAL MATTERS

a) Internal Audit Report: The accounts were audited in April 2019 by Ms Jen Cooper who reports that everything is in good order, with no area needing any further attention.

b) Certificate of Exemption for External Auditor: The Parish Council has turnover under the limit required for full external audit. A Certificate of Exemption was signed by Cllr Escott as the Responsible Financial Officer. Clerk will post accounts onto the Parish website and arrange the Public Rights element.

14) PLANNING CONSENTS/REFUSALS

Noted as follows:-

a) The Kings Head – an unauthorised advertisement was reported to ELDC some time ago. An inspection has been carried out and the owners have been asked to remove it. The District Council may take further action in future if the sign is not removed.

15) PLANNING APPLICATIONS

The following have been received:

- a) Mr D Cragg: Application to Change use of land to site 26 static caravans with associated parking, provide 3 fishing ponds and associated landscaping to provide a nature trail etc. Land adjacent to the south of The Elms Touring Caravan Site. This was discussed prior to the meeting with all councillors except K. Bird who lodged a Declaration of Interest as a caravan site owner. All Councillors were in agreement that they could not support this application for various reasons. **OBJECTED.**

16) BOWMANS BUSINESS PARK

Nothing to report

17) DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday 11th June 2019 at 7.30p.m. in the small hall at St Peters Hall, High Street, Ingoldmells.

18) ANY OTHER MATTERS FOR DISCUSSION ONLY

None

As there was no other business the meeting closed at 8.20p.m.

